

| Old # | Standard  | ACADEMIC |   |   |
|-------|---|----------|---|---|
|       |   | AA       |   | SPEAKING AND LISTENING  |
| AA008 | Demonstrate understanding of basic interpersonal communication (listening, written, oral, etc.) | AA       | 1 | Utilize effective verbal and non-verbal communication skills  |
| AA013 | Organize and deliver a persuasive oral presentation   | AA       | 2 | Participate in conversation, discussion, and group presentations  |
| AA014 | Demonstrate good speaking and presentation characteristics                                      |          |   |   |
| ED002 | Interpret and clarify directions prepared by others   | AA       | 3 | Communicate and follow directions/procedures  |
| ED003 | Communicate with customers  | AA       | 4 | Communicate effectively with customers and co-workers   |
| ED005 | Identify appropriate communication methods  |          |   |   |
|       |   | AB       |   | READING AND WRITING   |
|       |   | AB       | 1 | Locate and interpret written information  |
| AA001 | Read and process information and follow instructions  | AB       | 2 | Read and interpret workplace documents  |
| AA002 | Read material and describe concepts   |          |   |   |
|       |   | AB       | 3 | Identify relevant details, facts, and specifications  |
| AA005 | Write with accuracy, brevity, and clarity   | AB       | 4 | Record information accurately and completely  |
| AA004 | Use correct spelling, grammar, and punctuation  | AB       | 5 | Demonstrate competence in organizing, writing, and editing using correct vocabulary, spelling, grammar, and punctuation |
| AA003 | Use correct terminology   | AB       | 6 | Demonstrate the ability to write clearly and concisely using industry specific terminology                              |
| ED004 | Write steps of an occupational process using sentences and statements as appropriate            |          |   |   |
|       |   | AC       |   | CRITICAL THINKING AND PROBLEM SOLVING   |

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|       |   | AC | 1 | Utilize critical-thinking skills to determine best options/outcomes (e.g., analyze reliable/unreliable sources of information, use previous experiences, implement crisis management, develop contingency planning) |
| EE001 | Apply a system of problem solving   | AC | 2 | Utilize innovation and problem-solving skills to arrive at the best solution for current situation  |
|       |   | AC | 3 | Implement effective decision-making skills  |
|       |   | AD |   | <b>MATHEMATICS</b>  |
| AB001 | Add, subtract, multiply, and divide for digit numbers with or without the use of a calculator | AD | 1 | Perform basic and higher level math operations (e.g., addition, subtraction, multiplication, division, decimals, fractions, units of conversion, averaging, percentage, proportion, ratios)                         |
| AB002 | Apply basic math functions to solve problems  |    |   |   |
| AB007 | Calculate with percents, rate, ratio, and proportion with the use of a calculator             |    |   |   |
| AB003 | Convert between US and metric measurement systems   | AD | 2 | Solve problems using measurement skills (e.g., distance, weight, area, volume)  |
| AB004 | Convert fractional measurement to decimal measurement   |    |   |   |
| AB005 | Compute within measurement systems  |    |   |   |
| AB006 | Document results of measurement activities and calculators                                    |    |   |   |
| AB009 | Compute calculated measurements   |    |   |   |
| AB008 | Make reasonable estimates   | AD | 3 | Make reasonable estimates   |
|       |   | AD | 4 | Use tables, graphs, diagrams, and charts to obtain or convey information  |
|       |   | AD | 5 | Use deductive reasoning and problem-solving in mathematics  |
|       |   | AE |   | <b>FINANCIAL LITERACY</b>   |
|       |   | AE | 1 | Locate, evaluate, and apply personal financial information  |
|       |   | AE | 2 | Identify the components of a budget and how one is created  |
|       |   | AE | 3 | Set personal financial goals and develop a plan for achieving them  |
|       |   | AE | 4 | Use financial services effectively  |

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|              |   | AE                   | 5 | Demonstrate ability to meet financial obligations  |
|              |   | <b>AF</b>            |   | <b>INTERNET USE AND SECURITY</b>   |
|              |   | AF                   | 1 | Recognize the potential risks associated with Internet use   |
|              |   | AF                   | 2 | Identify and apply Internet security practices (e.g., password security, login, logout, log off, lock computer)  |
|              |   | AF                   | 3 | Practice safe, legal, and responsible use of technology in the workplace   |
|              |   | <b>AG</b>            |   | <b>INFORMATION TECHNOLOGY</b>  |
| <b>AA007</b> | Possess basic computer keyboarding skills                             | AG                   | 1 | Use technology appropriately to enhance professional presentations   |
| <b>AA017</b> | Demonstrate use of industry accepted word processing software package |                      |   |  |
|              |   | AG                   | 2 | Demonstrate effective and appropriate use of social media  |
|              |   | AG                   | 3 | Identify ways social media can be used as marketing, advertising, and data gathering tools   |
|              |   | <b>AH</b>            |   | <b>TELECOMMUNICATIONS</b>  |
|              |   | AH                   | 1 | Select and use appropriate devices, services, and applications to complete workplace tasks   |
|              |   | AH                   | 2 | Demonstrate appropriate etiquette when using e-communications (e.g., cell phone, e-mail, personal digital assistants, online meetings, conference calls) |
|              |   | <b>EMPLOYABILITY</b> |   |  |
|              |   | <b>EA</b>            |   | <b>POSITIVE WORK ETHIC</b>   |
| <b>EA003</b> | Same Verbiage   | EA                   | 1 | Demonstrate enthusiasm and confidence about work and learning new tasks  |
| <b>EA001</b> | Demonstrate consistently punctual arrival                             | EA                   | 2 | Demonstrate consistent and punctual attendance   |
| <b>EA002</b> | Document regular attendance   |                      |   |  |
|              |   | EA                   | 3 | Demonstrate initiative in assuming tasks   |
|              |   | EA                   | 4 | Exhibit dependability in the workplace   |
| <b>AA9</b>   | Implement new process steps given oral instructions                   | EA                   | 5 | Take and provide direction in the workplace  |
| <b>EA011</b> | Follow directions and procedures                                      |                      |   |  |
| <b>EB005</b> | Match employer responsibilities to employee expectations              | EA                   | 6 | Accept responsibility for personal decisions and actions   |
|              |   | <b>EB</b>            |   | <b>INTEGRITY</b>   |
|              |   | EB                   | 1 | Abide by workplace policies and procedures   |
|              |   | EB                   | 2 | Demonstrate honesty and reliability  |

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| <b>EB003</b> | Identify ethical characteristics and behaviors                                   | EB        | 3 | Demonstrate ethical characteristics and behaviors                                |
| <b>EB008</b> | Maintain confidentiality and sensitivity of company information                  | EB        | 4 | Maintain confidentiality and integrity of sensitive company information          |
| <b>EC007</b> | Explain the importance of a business reputation                                  | EB        | 5 | Demonstrate loyalty to the company   |
|              |  | <b>EC</b> |   | <b>SELF-REPRESENTATION</b>   |
| <b>EA004</b> | Demonstrate appropriate dress and hygiene for successful employment              | EC        | 1 | Demonstrate appropriate dress and hygiene in the workplace                       |
|              |  | EC        | 2 | Use language and manners suitable for the workplace                              |
| <b>EA005</b> | Demonstrate the ability to act in a polite and respectful way towards co-workers | EC        | 3 | Demonstrate polite and respectful behavior toward others                         |
|              |  | EC        | 4 | Demonstrate personal accountability in the workplace                             |
|              |  | EC        | 5 | Demonstrate pride in work  |
|              |  | <b>ED</b> |   | <b>TIME, TASK, AND RESOURCE MANAGEMENT</b>                                       |
| <b>EC001</b> | Plan and manage work schedules   | ED        | 1 | Plan and follow a work schedule  |
| <b>EA013</b> | Same Verbiage  | ED        | 2 | Work with minimal supervision  |
|              |  | ED        | 3 | Work within budgetary constraints  |
| <b>EA006</b> | Demonstrate the ability to complete tasks on time and accurately                 | ED        | 4 | Demonstrate ability to stay on task to produce high quality deliverables on time |
|              |  | <b>EE</b> |   | <b>DIVERSITY AWARENESS</b>   |
| <b>EB002</b> | Identify the characteristics of a diverse workforce                              | EE        | 1 | Recognize diversity, discrimination, harassment, and equity                      |
| <b>EB006</b> | Define discrimination, harassment, and equity                                    |           |   |  |
| <b>EB007</b> | Demonstrate non-discriminatory behavior  |           |   |  |
|              |  | EE        | 2 | Work well with all customers and co-workers                                      |
|              |  | EE        | 3 | Explain the benefits of diversity within the workplace                           |
|              |  | EE        | 4 | Explain the importance of respect for feelings, values, and beliefs of others    |

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|              |  | EE        | 5 | Identify strategies to bridge cultural/generational differences and use differing perspectives to increase overall quality of work                                  |
|              |  | EE        | 6 | Illustrate techniques for eliminating gender bias and stereotyping in the workplace   |
|              |  | EE        | 7 | Identify ways tasks can be structured to accommodate the diverse needs of workers   |
|              |  | EE        | 8 | Recognize the challenges and advantages of a global workforce   |
|              |  | <b>EF</b> |   | <b>TEAMWORK</b>   |
| <b>AA011</b> | Contrast the roles of a team with the role of an individual                                | EF        | 1 | Recognize the characteristics of a team environment and conventional workplace  |
| <b>EB001</b> | Recognize the difference between a team environment workplace and a conventional workplace |           |   |   |
| <b>ED006</b> | Contrast the roles of a team with the role of an individual                                |           |   |   |
| <b>AA012</b> | Perform techniques used as a team leader   | EF        | 2 | Contribute to the success of the team   |
| <b>ED007</b> | Demonstrate productive relationships within the work group                                 |           |   |   |
| <b>AA010</b> | Demonstrate the characteristics of a team player   | EF        | 3 | Demonstrate effective team skills and evaluate their importance in the workplace (e.g., setting goals, listening, following directions, questioning, dividing work) |
|              |  | <b>EG</b> |   | <b>CREATIVITY AND RESOURCEFULNESS</b>   |
|              |  | EG        | 1 | Contribute new ideas  |
|              |  | EG        | 2 | Stimulate ideas by posing questions   |
|              |  | EG        | 3 | Value varying ideas and opinions  |
|              |  | EG        | 4 | Locate and verify information   |
|              |  | <b>EH</b> |   | <b>CONFLICT RESOLUTION</b>  |
| <b>AA006</b> | Demonstrate knowledge of conflict resolution techniques                                    | EH        | 1 | Identify conflict resolution skills to enhance productivity and improve workplace relationships   |
|              |  | EH        | 2 | Implement conflict resolution strategies and problem-solving skills   |
|              |  | EH        | 3 | Explain the use of documentation and it's role as a component of conflict resolution  |
|              |  | <b>EI</b> |   | <b>CUSTOMER/CLIENT SERVICE</b>  |
|              |  | EI        | 1 | Recognize the importance of and demonstrate how to properly acknowledge customers/clients   |

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| EC005 | Identify possible actions that may lead to customer dissatisfaction                  | EI | 2 | Identify and address needs of customers/clients   |
| EC008 | Identify possible actions that may be used to correct customer dissatisfaction       |    |   |   |
|       |  | EI | 3 | Provide helpful, courteous, and knowledgeable service   |
|       |  | EI | 4 | Identify appropriate channels of communication with customers/clients (e.g., phone call, face-to-face, e-mail, website) |
|       |  | EI | 5 | Identify techniques to seek and use customer/client feedback to improve company services                                |
| EC006 | Identify the ways that the level of customer satisfaction may affect company success | EI | 6 | Recognize the relationship between customer/client satisfaction and company success                                     |
|       |  | EJ |   | ORGANIZATIONS, SYSTEMS, AND CLIMATES  |
| AA016 | Identify the organizational need for profit  | EJ | 1 | Define profit and evaluate the cost of conducting business  |
| EC009 | Identify the effect of quality on profit   |    |   |   |
|       |  | EJ | 2 | Identify "big picture" issues in conducting business  |
|       |  |    |   |   |
|       |  |    |   |   |
| EC010 | Identify the effects of continuous quality improvement                               | EJ | 3 | Identify role in fulfilling the mission of the workplace  |
|       |  | EJ | 4 | Identify the rights of workers (e.g., adult and child labor laws and other equal employment opportunity laws)           |
|       |  | EJ | 5 | Recognize the chain of command, organizational flow chart system, and hierarchy of management within an organization    |
|       |  | EK |   | JOB ACQUISITION AND ADVANCEMENT   |
| EA007 | Demonstrate the ability to make career decisions                                     | EK | 1 | Recognize the importance of maintaining a job and pursuing a career   |
|       |  | EK | 2 | Define jobs associated with a specific career path or profession  |
|       |  | EK | 3 | Identify and seek various job opportunities (e.g., volunteerism, internships, co-op, part-time/full-time employment)    |

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| EA008 | Prepare a resume and letter of application or interest | EK | 4 | Prepare a resume, letter of application, and job application  |
| EA009 | Complete an application for employment                 |    |   |   |
|       |  | EK | 5 | Prepare for a job interview (e.g., research company, highlight personal strengths, prepare questions, set-up a mock interview, dress appropriately) |
| EA010 | Participate in an employment interview                 | EK | 6 | Participate in a job interview  |
|       |  | EK | 7 | Explain the proper procedure for leaving a job  |
|       |  | EL |   | <b>LIFELONG LEARNING</b>  |
|       |  | EL | 1 | Acquire current and emerging industry-related information   |
|       |  | EL | 2 | Demonstrate commitment to learning as a life-long process and recognize learning opportunities  |
|       |  | EL | 3 | Seek and capitalize on self-improvement opportunities   |
|       |  | EL | 4 | Discuss the importance of flexible career planning and career self-management   |
| AA015 | Demonstrate basic leadership skills                    | EL | 5 | Employ leadership skills to achieve workplace objectives (e.g., personal vision, adaptability, change, shared vision)                               |
|       |  | EL | 6 | Recognize the importance of job performance evaluation and coaching as it relates to career advancement   |
| EA012 | Accept constructive criticism                          | EL | 7 | Accept and provide constructive criticism   |
|       |  | EL | 8 | Describe the impact of the global economy on jobs and careers   |
|       |  | EM |   | <b>JOB SPECIFIC TECHNOLOGIES</b>  |
|       |  | EM | 1 | Identify the value of new technologies and their impact on driving continuous change and the need for life-long learning                            |
|       |  | EM | 2 | Research and identify emerging technologies for specific careers  |
|       |  | EM | 3 | Select appropriate technological resources to accomplish work   |
|       |  | EN |   | <b>HEALTH AND SAFETY</b>  |
| OG006 | Same Verbiage  | EN | 1 | Assume responsibility for safety of self and others   |
| OG010 | Report unsafe practices to appropriate personnel       |    |   |   |
| OG002 | Identify emergency, safety and health rules/procedures | EN | 2 | Follow safety guidelines in the workplace   |
|       |  | EN | 3 | Manage personal health and wellness   |
|       |  |    |   | <b>OCCUPATIONAL</b>   |
|       |  | OA |   | <b>BASIC PLANT SCIENCE CONCEPTS AND SKILLS</b>  |
| AC001 | Same Verbiage  | OA | 1 | Understand scientific plant classification  |
| AC002 | Same Verbiage  | OA | 2 | Compare the anatomical parts and distinguishing characteristics of plants   |
| AC003 | Same Verbiage  | OA | 3 | Understand the reproductive processes of plants   |

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| AC004 | Same Verbiage | OA        | 4 | Investigate sexual and asexual reproduction of plants including tissue culture                               |
| AC005 | Same Verbiage | OA        | 5 | Analyze the process of plant growth and development  |
| AC006 | Same Verbiage | OA        | 6 | Be aware of biotechnology and it's uses in the horticulture production                                       |
| AC007 | Same Verbiage | OA        | 7 | Explain the use of applied genetics in horticulture  |
|       |               | <b>OB</b> |   | <b>APPROPRIATE MARKETING AND SALES STRATEGIES</b>  |
| OA001 | Same Verbiage | OB        | 1 | Develop a marketing plan   |
| OA002 | Same Verbiage | OB        | 2 | Address customer questions about products and services   |
| OA003 | Same Verbiage | OB        | 3 | Demonstrate the sales process  |
|       |               | <b>OC</b> |   | <b>ANALYZE AND ENHANCE SOIL AND GROWING MEDIA</b>  |
| OB001 | Same Verbiage | OC        | 1 | Collect soil samples   |
| OB002 | Same Verbiage | OC        | 2 | Analyze soil samples   |
| OB003 | Same Verbiage | OC        | 3 | Interpret soil samples   |
| OB004 | Same Verbiage | OC        | 4 | Adjust fertility and pH from analysis  |
| OB005 | Same Verbiage | OC        | 5 | Analyze site according to soil type, slope, and drainage   |
| OB006 | Same Verbiage | OC        | 6 | Demonstrate the use of different soil mixes and growing media  |
|       |               | <b>OD</b> |   | <b>PLANT PRODUCTION METHOD</b>   |
| OC001 | Same Verbiage | OD        | 1 | Propagate specific plant materials   |
| OC002 | Same Verbiage | OD        | 2 | Label propagation material   |
| OC003 | Same Verbiage | OD        | 3 | Watering requirements of specific plants   |
| OC004 | Same Verbiage | OD        | 4 | Fertility requirements of specific plants  |
|       |               | <b>OE</b> |   | <b>PRODUCTION AND MANAGEMENT SCHEDULES</b>   |
| OD001 | Same Verbiage | OE        | 1 | Determine production cost for a given crop   |
| OD002 | Same Verbiage | OE        | 2 | Regulate environmental factors for plant growth  |
| OD003 | Same Verbiage | OE        | 3 | Schedule production and harvest for a given crop   |
| OD004 | Same Verbiage | OE        | 4 | Distinguish environmental issues (e.g., surface or ground water, government regulations, water testing, EPA) |
| OD005 | Same Verbiage | OE        | 5 | Interpret weather patterns and data  |
|       |               | <b>OF</b> |   | <b>MONITOR AND CONTROL PESTS</b>   |
| OE001 | Same Verbiage | OF        | 1 | Determine proper pesticide for given symptoms  |
| OE002 | Same Verbiage | OF        | 2 | Demonstrate safe handling and storage of pesticides  |
| OE003 | Same Verbiage | OF        | 3 | Calculate, mix, and apply pesticides   |
| OE004 | Same Verbiage | OF        | 4 | Monitor for plant damage   |
|       |               | <b>OG</b> |   | <b>ROUTINE SERVICE AND MAINTENANCE OF TOOLS AND EQUIPMENT</b>  |
| OF001 | Same Verbiage | OG        | 1 | Clean and maintain hand tools  |
| OF002 | Same Verbiage | OG        | 2 | Service selected equipment according to manufacturers recommendations  |
|       |               | <b>OH</b> |   | <b>A SAFE WORKPLACE ENVIRONMENT</b>  |



|              |               |           |   |   |
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| <b>OG001</b> | Same Verbiage | OH        | 1 | Follow anti-theft and security procedures   |
| <b>OG003</b> | Same Verbiage | OH        | 2 | Identify immediate and real costs of an accident  |
| <b>OG004</b> | Same Verbiage | OH        | 3 | Identify hazardous substances in the workplace  |
| <b>OG007</b> | Same Verbiage | OH        | 4 | Comply with established safety practices  |
| <b>OG008</b> | Same Verbiage | OH        | 5 | Identify fire exits and fire fighting equipment   |
| <b>OG009</b> | Same Verbiage | OH        | 6 | Maintain a clean and safe work facility   |
|              |               | <b>OI</b> |   | <b>INDUSTRY RESOURCES</b>   |
| <b>OH002</b> | Same Verbiage | OI        | 1 | Distinguish roles and responsibilities of government agencies   |
| <b>OH003</b> | Same Verbiage | OI        | 2 | Keep up-to-date through industry associations and trade journals  |
| <b>OH004</b> | Same Verbiage | OI        | 3 | Interpret the impact of the horticultural industry on local, state, national, and international economy |